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18 APR 1967

MEMORANDUM FOR: Director of Planning, Programming and Budgeting  
SUBJECT : BOB Circular A-13, Revised, 28 March 1967

John:

I have been asked by the Office of the Deputy Director for Support to obtain clarification through you of the applicability of the revised BOB Circular A-13 to this Agency.

To the best of my knowledge, we have for some years established working hours within the Agency on the basis of our requirements for multiple and irregular shifts. At the same time, we have attempted to stagger the hours at Headquarters Building as well as our various "downtown" installations to fit common practice of other agencies while preserving a necessary relationship between the working hours of such elements and their "parent" components at Headquarters.

It is my opinion that the Director has ample authority in this area by virtue of the broad authorities vested in him in the Central Intelligence Agency act of 1949 and by virtue of the general authorities set forth in the Federal Personnel Manual concerning the establishment of working hours.

Given the above, I see no reason for asking BOB at this point to ratify what we have already been doing. However, I would appreciate your giving this matter consideration. If you believe a clearance from BOB establishing our authority to operate as we have in the past is necessary, I will be glad to join with you in exploring the need to continue our present practice.

/s/ Emmett D. Echols

Emmett D. Echols  
Director of Personnel

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